

CHAPTER 63  
REQUIREMENTS FOR SALONS  
AND SCHOOLS OF COSMETOLOGY ARTS AND SCIENCES

[Prior to 7/29/87, Health Department(470) Chs 149, 150]

[Prior to IAC 12/23/92, see 645—Chapters 60, 61]

**645—63.1(157) Rules and inspection reports.** The owner or manager of every salon or school of cosmetology arts and sciences shall keep a copy of the rules of sanitation adopted by the Iowa department of public health and of the most recent inspection report posted in a conspicuous place for the information and guidance of all persons employed or studying therein and the public generally.

**645—63.2(157) License.** The original license, duplicate license or temporary permit, and the current renewal certifying that the practitioner is licensed or a trainee certified by the board shall be visibly displayed for each licensee. Salon and school of cosmetology arts and sciences licenses along with the current renewal shall be posted visible to the public therein.

**645—63.3(157) Proper quarters.**

**63.3(1)** A salon shall not be maintained in a home unless a separate room is provided for that purpose. The room(s) designated as the salon shall not be permitted licensure unless it has direct ingress and egress from the outside of the residence. An exception to this rule is that an entrance may be through a nonliving area of the residence, i.e., hall, garage or stairway; in such an exception, any doors leading to the living quarters from said salon shall be closed during business hours. Any door leading directly from the licensed salon to any portion of the living area of the residence shall be closed at all times during business hours.

**63.3(2)** Salons operated in connection with any other business, except where food is handled, shall be separated by at least a partial partition. Should the salon be operated immediately adjacent to a business where food is handled, such establishment shall be entirely separated and any doors between the aforesaid shall be rendered unusable except in an emergency.

**63.3(3)** Each salon shall include a clinical, dispensary and reception area.

**63.3(4)** All establishments shall be kept well-lighted with at least 10 foot candlepower of natural or artificial light present at all work stations. All areas shall be well-lighted.

**63.3(5)** All establishments shall be adequately ventilated. Special precautions must be taken when providing artificial nail services.

**63.3(6)** Toilet facilities shall be provided and made available and easily accessible within the building. They shall be maintained in sanitary condition. Soap or other cleansing agent must be available and individual cloth, paper towels or air blowers for drying hands must be provided. The common towel is strictly prohibited and the presence of same shall be prima facie evidence of its use.

**63.3(7)** A salon owner or supervisor may designate a smoking area, but a salon in its entirety may not be a designated smoking area. Signs must be posted indicating smoking and nonsmoking areas.

*a.* An entire salon may be designated as a nonsmoking area.

*b.* No person shall smoke or carry lighted smoking materials in a nonsmoking area or where flammable materials are being handled or dispensed.

*c.* The clinic area of all salons and schools of cosmetology arts and sciences shall be designated nonsmoking areas.

*d.* The dispensary area of all salons and schools of cosmetology arts and sciences shall be designated nonsmoking areas.

**645—63.4(157) Sanitation.**

**63.4(1)** All salons and schools of cosmetology arts and sciences shall be kept in a sanitary condition.

**63.4(2)** If a premises houses more than one licensed salon, the cleanliness and sanitary conditions of any common areas are the responsibility of each license holder and any violation found in the common area will be cited against all licensees occupying the premises.

**63.4(3)** Every licensee, trainee or student engaged in serving the public shall be neat and clean in person and attire.

**63.4(4)** Except as set forth in subrule 63.4(7), all styling, haircutting tools, instruments and equipment in a salon or a school of cosmetology arts and sciences which come in contact with a patron's hair, nails or skin, except those which come in contact with blood or body fluids, shall be sanitized before use on each patron by cleansing thoroughly with soap and hot water, and then be disinfected by complete immersion in an EPA-registered, hospital-grade, bactericidal, virucidal and fungicidal disinfectant that is mixed and used according to the manufacturer's directions, after which they should be dried and placed in a closed cabinet. All tools and implements which have come in contact with blood or body fluids must be disinfected by complete immersion in an EPA-registered, hospital-grade and tuberculocidal disinfectant that is mixed and used according to the manufacturer's directions. Disinfected implements must be stored in a disinfected, dry, covered container. All germicidal solutions shall be labeled.

**63.4(5)** All licensees and students shall wash their hands with soap and water immediately before serving each patron.

**63.4(6)** Head coverings, hairpins, clips, rollers and curlers shall be sanitized after each use.

**63.4(7)** All metallic instruments shall be kept clean by wiping carefully after each use with cotton saturated with an approved disinfectant solution. It is recommended that the solutions used with metallic instruments be an EPA-registered, hospital-grade, bactericidal, virucidal and fungicidal disinfectant that is mixed and used according to the manufacturer's directions, which shall be kept at each occupied work station.

**63.4(8)** An EPA-registered, hospital-grade disinfecting agent shall be available for immediate use at all times a salon or school of cosmetology arts and sciences is in operation.

**63.4(9)** Hair clippings shall not be allowed to accumulate and should be disposed of after each service.

**63.4(10)** Any disposable material coming into contact with blood or body fluids, such as discharge from open sores, pimples and sebaceous glands, shall be disposed of in a sealable plastic bag (separate from sealable trash or garbage liners) or in a manner that not only protects the licensee and the client but also others, such as sanitation workers, who may come into contact with the material.

**63.4(11)** Any disposable sharp objects that come in contact with blood or other body fluids shall be disposed of in a sealable rigid container (puncture proof) that is strong enough to protect the licensee and the client or others from accidental cuts or puncture wounds that could happen during the disposal process.

**63.4(12)** Sealable plastic bags and sealable rigid containers shall be available for use at all times when services are being performed. Absence of containers shall be prima facie evidence of noncompliance.

**63.4(13)** Emery boards, cosmetic sponges and orangewood sticks must be discarded after each use or given to the client. If the manufacturer has specified that the product used can be sanitized, the licensee shall follow the sanitizing instructions for that product.

#### **645—63.5(157) Particular aspects of sanitizing.**

**63.5(1)** Any material used to stop the flow of blood shall be used in liquid or powder form. The use of a styptic pencil is strictly prohibited; its presence in the workplace shall be prima facie evidence of its use.

**63.5(2)** All fluids, semifluids and powders must be dispensed with a shaker, dispenser pump or spray-type container. All creams, lotions and other cosmetics used for patrons must be kept in closed containers and dispensed with disposable applicators.

**63.5(3)** The use of nail buffers or neck dusters is strictly prohibited. Presence of these articles in the workplace shall be prima facie evidence of use.

**63.5(4)** Head lice may be treated in the salon or school at the discretion of the licensed cosmetologist or instructor of cosmetology arts and sciences. Compliance with all applicable laws and rules shall be required.

**63.5(5)** All consumers must be protected from direct skin contact with multiuse capes or covers, by single-use towels, or paper neck strips. Neck strips must be disposed of immediately after use. All consumers must be protected with a nonabsorbent cover during chemical application.

**63.5(6)** Licensees shall wear rubber-latex gloves while working on a client if blood, pus or weeping is present or likely to occur. Gloves shall be disposed of after single use.

**63.5(7)** Licensees, salon owners and supervisors shall comply with all relevant federal and state workplace safety laws including all relevant requirements of federal and state hazard communication standards.

**63.5(8)** All sharp or pointed equipment shall be stored when not in use so as not to be readily available to consumers.

**63.5(9)** All heat-producing appliances must be stored in proper containers in a sufficiently ventilated, safe area.

**63.5(10)** Each licensee and salon owner shall comply with all other applicable state regulations pertaining to public health and safety.

**645—63.6(157) Water.** Every salon or school of cosmetology arts and sciences shall be supplied with an adequate supply of potable hot and cold water under pressure.

**645—63.7(157) Laundry and storage facilities.** All salons and schools of cosmetology arts and sciences must maintain an adequate supply of sanitized linen for proper operation.

**63.7(1)** All sanitized linen must be kept in an enclosed, dustproof cabinet until used.

**63.7(2)** Any towel that has been used once shall be considered soiled and shall be placed in a closed receptacle until properly laundered and sanitized.

**63.7(3)** Freshly laundered towels shall be used for each client.

**645—63.8(157) Work stands.** All work stands shall be covered with nonabsorbent, washable material.

**63.8(1)** All bottles, jars, receptacles, compartments and containers of all kinds shall be properly labeled at all times.

**63.8(2)** All equipment shall be maintained in a sanitary condition.

**645—63.9(157) Pets.** No pets of any kind shall be permitted in a salon or school of cosmetology arts and sciences except guide dogs and fish in an aquarium.

**645—63.10(157) Clients.** Licensees in serving the public may exercise reasonable discretion in accepting clients in their practice; however, licensees shall not refuse to accept clients into their practice or deny service to clients because of the client's race, creed, age, sex or national origin.

**645—63.11(157) Records.** Client records and appointment records shall be maintained for a period of no less than three years following the last date of entry. Proper safeguards shall be provided to ensure the safety of these records from destructive elements.

EXCEPTION: A school of cosmetology arts and sciences is not required to maintain appointment records for any required period of time. However, the client records shall indicate the date of service and identify the student rendering the service.

**645—63.12(157) Electrology requirements and sanitation.** A salon in which electrology is practiced shall follow all sanitation rules and requirements pertaining to all salons and shall also follow these requirements:

**63.12(1)** Electrology room shall have adequate space, lighting and ventilation.

**63.12(2)** Floors in the immediate area where the electrology is performed shall have an impervious, smooth, washable surface.

**63.12(3)** All refuse shall be stored in rigid containers with tight-fitting covers.

**63.12(4)** Closed cabinets for the exclusive storage of instruments and other equipment shall be provided for each practitioner.

**63.12(5)** All service table surfaces shall be constructed of impervious, easily cleanable material.

**63.12(6)** Needles shall be disposable, sterile and of single-client use, or shall be reusable needles which shall be thoroughly cleaned and steam sterilized, or dry heat sterilized between clients. Sterilization shall be done as follows:

*a.* Steam sterilization shall be at 250° F (121° C) for 15 minutes at a minimum pressure of 15 pounds per square inch.

*b.* Dry heat sterilization shall be at 350° F (170° C) for one hour (60 minutes).

**63.12(7)** Razors shall be single-client use and disposable or shall be sterilized razors with a new blade used for each client.

**63.12(8)** After each use, tweezers, clippers, and similar tools shall be disinfected by complete immersion in an EPA-registered, hospital-grade, bactericidal, virucidal and fungicidal disinfectant that is mixed and used according to the manufacturer's directions, after which they should be dried and placed in a closed cabinet. All tools and implements which have come in contact with blood or body fluids must be disinfected by complete immersion in an EPA-registered, hospital-grade and tuberculo-cidal disinfectant that is mixed and used according to the manufacturer's directions. Disinfected implements must be stored in a disinfected, dry, covered container. All germicidal solutions shall be labeled.

**63.12(9)** All electrologists shall scrub their hands thoroughly before and after each client service.

**63.12(10)** Disposable gloves or finger cots shall be worn by the electrologist during the electrology service.

**63.12(11)** The electrologist shall wear a clean, freshly laundered outer garment.

**645—63.13(157) Violations.** If a violation of Iowa Code or these rules is detected within a premises owned or leased by or affiliated with the licensee in any way, then the violation shall be cited against the licensee.

These rules are intended to implement Iowa Code sections 147.7, 147.46, 157.6 and 157.14.

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